

91st District #2 Integrating Committee Meeting Minutes

May 2, 2003 – 11:00 a.m.

Nathanael Greene Lodge
6394 Wesselman Road
Cincinnati, OH 45248

Mr. William Brayshaw, Chairman of the Integrating Committee, called the meeting to order at 8:10 a.m.
Board Members Present: Chairman – Mr. William Brayshaw, Mayor Dan Brooks, Mr. Tom Bryan, Ms. Eileen Enabnit, Mr. Richard Huddleston, Mr. William Moller, Mayor David Savage and Vice Chairman – Mr. Joseph Sykes

Excused Absence: City of Cincinnati – Mr. Timothy Riordan and Rashad Young (*Alternate for Mr. Riordan*)

Alternate Members Present: Mr. David Bednar (*Temporarily Voting Alternate for Mayor Dan Brooks*); Mr. Fred Schlimm (*Temporarily Voting Alternate for Mr. Tom Bryan*); Mr. Prem Garg (*Temporarily Voting Alternate for Ms. Eileen Enabnit*)

Support Staff & Guest Present: Hamilton County – Mr. Eric Beck, Mr. John Beck, Mr. Joe Cottrill, Ted Hubbard (*Alternate for William Brayshaw*) and Mr. Doug Riddiough; City of Cincinnati – Mr. Dick Cline, Mr. Greg Long and Bill Shefcik; Mr. Bob Bass (*Alternate for Joseph Sykes*); City of Blue Ash – Ms. Stephanie Stoller (*Alternate for Mayor David Savage*); Hamilton County Park District – Mr. Jack Sutton; Hamilton County Development Company, Inc. – Mr. David Main; and Ohio Public Works Commission – Mr. Rob White

Announcements

- ◇ Chairman Brayshaw recognized that Prem Garg would be retiring at the end of July from the City of Cincinnati after thirty-one years of service. He has been the City Engineer for the last ten years and held previous positions as the City Storm Water Engineer, Superintendent of Sanitation and Deputy Director of Public Works.

The proudest accomplishment of Prem is his wife Sunita and the fact that their two children are pursuing careers in medicine. Prem will truly be missed and wish him the very best in retirement.

New Members, New Term Appointments & Small Government Commission Appointment

- ◇ Mr. Cottrill noted that the Ohio Public Works Commission (OPWC) currently has listed on their website the new term appointments for the District #2 Integrating Committee and their Alternates for the new term schedule of June 1, 2003 through May 31, 2006. (*Handouts Attached*)
- ◇ Mr. Cottrill announced that Mr. Tom Bryan has been appointed to the Small Government Commission. Both will be attending the next Small Government Commission in Columbus, Ohio on May 13, 2003. Mr. Bryan has already met with David Kern from the OPWC.
- ◇ Mr. Cottrill introduced Mr. Bill Shefcik, Structure Engineer from the City of Cincinnati as a new member of the District #2 Integrating Committee Support Staff. Mr. Shefcik will be replacing Mr. Chris Nyberg who had recently resigned from the City of Cincinnati and taken another position in the State of Florida.
- ◇ It was also announced that the City of Cincinnati would have to make a new appointment for the replacement of Mr. Prem Garg as Alternate to Ms. Eileen Enabnit. It was suggested this to be done prior to the next scheduled Integrating Committee Meeting.

Approval of Minutes

Mr. Moller moved approval of the minutes from the 90th Integrating Committee Board Meeting dated November 15, 2002; seconded by Mayor Savage and the motion carried unanimously.

NRAC Update

- ◇ Mr. Jack Sutton, Director from the Hamilton County Park District provided an update for the Integrating Committee. *(Report Attached)*

When Mr. Sutton was finished with his presentation, Mr. Bass stated there was a little ambiguity with reference to allowing property acquisitions for trails. Mr. Sutton noted the law states that it is primarily for property acquisition and preservation. There is a provision that some level of public access should be provided and then it is up to the applicant to determine what public access means. Whether it is a walking/bike trail, whether you are driving by and viewing it, or a view shed type of access. What it is not intended for is to develop athletic fields, or sport fields. This is not the purpose of the funding program.

Brownfield Update

- ◇ Mr. David Main, Director of the Hamilton County Development Company, Inc. provided an update for the Integrating Committee. *(Ohio Department of Development Memo & Support Staff Report Attached)*

The prioritized applications are due by August 18, 2003. It was requested that a summer Integrating Committee meeting be conducted in order to review applications. It was suggested to have the next meeting set on Friday, August 15, 2003 at 1:30 p.m. at the Springfield Township Administration Building located at Winton and Compton Roads. A notice of location and directions will be forwarded prior to the next meeting.

Mayor Savage revisited the viability of small projects in smaller jurisdictions. Mr. Main stated the issue had been raised and nothing has been addressed to date.

It was also announced there would be training sessions in either late May or June. The Ohio Department of Development will be contacting the districts with date and location of training session.

Support Staff Items...

Economic Health Revision & Policy Consideration

- ◇ Mr. Cottrill provided an overall summarization and past history to the Integrating Committee regarding proposed revisions to the Economic Health Policy. Handouts were distributed to everyone. After open discussion and debate, the following items were revised:
 - Mayor Savage requested the following clarification be noted on the Interest Rate Proposal on page two of the handout:
“All jurisdictions *or loan applicants* receiving a 2 or 4 point rating *who are eligible* will be offered loans on the following basis”.
 - Mr. Cottrill proposed to the Integrating Committee to allow the Support Staff to update the Economic Health Interest Rate Proposal on an annual update as per written policy presented.

- Mayor Savage reconfirmed that the Integrating Committee expects, unless this board comes up with a definitive direction otherwise, to maintain the same set of eight criteria and to maintain the same formulas. The only thing that will be done on an annual basis, unless directed explicitly by this body, is to reflect any new data that has come from a bonafide source that goes into the eight tables. After further discussion, it was agreed the following language should be noted within the Economic Health Policy Change on page three of the handout:

“The Support Staff shall review the “Economic Health” rating criteria annually. Any data on the rating tables may be amended during the review period to reflect new economic data *from the following sources (i.e., Census, Hamilton County Auditor, Ohio State Auditor, OKI, Hamilton County Regional Planning Commission, Political Jurisdictions and Ohio Bureau of Motor Vehicles)*. Once the new economic data has been applied, the Relative Economic Strength (Table 10) may be adjusted accordingly and presented to the Integrating Committee with each annual Rating System proposal.”

“The actual methodology utilized to determine the Relative Economic Strength shall not be amended, *unless directed by the Integrating Committee* during these annual reviews. Only the rankings within each of the Tables will be revised to reflect the most current data available.

Mayor Savage moved to adopt the statement by the Support Staff entitled “Economic Health Policy Change” with the two suggested additions of wordage as indicated above in bold italics; seconded by Mr. Bryan and the motion carried unanimously.

Mayor Savage moved that the “Interest Rate Proposal” of the District #2 Integrating Committee as provided by the Support Staff be adopted with the simple provision of adding clarity that this is all jurisdictions who have applied for loans; seconded by Mr. Moller and the motion carried unanimously.

Round #18 Rating Methodology

- ◊ Mr. Cottrill distributed the proposed Rating Methodology for Program Year 2004, along with the Addendum to the Rating System, Additional Support Information and Proposed Schedule for Round #18. Within these handouts all of the proposed changes were indicated in red.

- **Rating System #2 Safety & #3 Health** – It was recommend by the Support Staff to add a point value that use to go from (0) to (10) and it is now recommend that each of those two categories go from (0) to (5) entitled “*Undocumented Evidence*”. It was further indicated that an applicant might fail to identify something on their application and the Support Staff may see something very important that the applicant missed. The Support Staff may really feel the application should be credited for it because their application really reflects a change in either safety or health, although it might be minor and it is not mentioned. It was felt the applicant should receive some sort of point value for it. This would allow the Support Staff to give the applicant (5) points for this “*Undocumented Evidence*”.

After open discussion and debate, Mr. Huddleston stated that he might move to be at the pleasure of the committee to say that “Undocumented Evidence” from the applications be permitted to remain in the “Program Year 2004 Selection Criteria” for a period of one year and then be reviewed after that to see how it affects the application. This would be conversation on a motion...

Mr. Huddleston moved that “Undocumented Evidence” be changed to “Poorly Documented Evidence”; seconded by Mr. Sykes.

There was further discussion...

Criterion #2 Safety & #3 Health - It was the suggestion of Mayor Savage to add into the "Addendum to the Rating System" under *Criterion 2 – Safety and Criterion 3 – Health* the following language:

Mentioned problems, which are poorly documented, shall not receive more than (5) points

Mayor Savage also suggested including the following language within the "Program Year 2004 Selection Criteria" under Safety and Health:

(5) Points for "Poorly Documented Importance"

There was further discussion...

Mayor Savage so moved that the proposals submitted by the Support Staff be amended to incorporate the above language; seconded by Mr. Moller and the motion carried unanimously.

Rating System #10 – It was recommended by the Support Staff to insert the new construction award dates and round numbers in program years 2004 and 2005.

Criterion #2 Safety & #3 Health – It was recommended by the Support Staff to insert "frequency, and severity" into the "Addendum to the Rating System".

Criterion #10 Ability to Proceed – It was recommended by the Support Staff to insert "status of design plans as demonstrated by the applying jurisdiction and" into the "Addendum to the Rating System".

Mayor Savage moved to adopt the rating project selection criteria document as amended; seconded by Mr. Sykes and the motion carried unanimously.

- **Additional Support Information** – The only change indicated by the Support Staff was to update the necessary dates for the program year. Everything else is exactly the same and has not been modified.
- **Schedule for Round #18** - Mr. Cottrill reviewed schedule dates with the Integrating Committee.

Mr. Huddleston moved that the Additional Support Information supplied for program year 2004 and the District #2 SCIP/LTIP funds Schedule for Round #18 be accepted as presented; seconded by Mr. Bryan and the motion carried unanimously.

Recommendation for Maintenance Considerations

- ◇ Mr. Cottrill distributed handouts of the proposed Pre-Application Policy and Pre-Application Form for Round #19. After open discussion and debate of the proposal, the following motion was proposed:

Mr. Moller moved to adopt the Pre-Application Policy and Pre-Application Form for Round #19; seconded by Ms. Enabnit and the motion carried unanimously.

Mr. Moller proposed a separate motion asking the Support Staff to come back with a recommendation regarding preventative maintenance and how the look back rating might occur, taking preventative maintenance into consideration. It was suggested that when this has been given back from the Support Staff, that we may want to do a sub-committee to take a look at Round #20.

There was further discussion and debate while the motion was on the table...

Mr. Moller stated that he would allow an amendment to his previous motion that was on the table.

Mayor Savage moved that the policy with respect to the Pre-Application evaluation be amended to state that failure to meet the terms of the Pre-Application document will result in disqualification for consideration in the following project round; seconded by Mr. Moller and the motion carried unanimously.

Mayor Savage moved adoption of the amended motion; seconded by Mr. Moller and the motion carried unanimously.

Village of Lockland – Project Schedule and Termination

- ◇ Mr. Cottrill distributed a letter from the OPWC to the Village of Lockland dated March 21, 2003. This letter is regarding Project No. CB02C / Water Supply & Treatment Facilities. The first issue is whether the Village of Lockland gets penalized for all their projects in the next two rounds or only their water projects for the next two rounds.

Mr. Bednar moved that the Village of Lockland be only penalized for their water projects for the next two rounds; seconded by Mr. Moller and the motion carried unanimously.

Mr. Cottrill noted the second issue, stating that the District #2 Integrating Committee cannot recapture this loan money of \$2,118,400 until the Village of Lockland pays back part of what has already been dispersed, which is \$128,520.98. A Water Well was received out of that money. The project has been a disaster from the start, so they basically decided to terminate the project. However, we cannot get back any of the money until they pay back the \$128,520.98.

Mr. Cottrill is proposing the Village of Lockland project to be amended to the work, which has already been performed, as they did get value for it. Let them final the project out as it is. They would then take the twenty-year loan at 2% interest for the \$128,520.98. It would then allow OPWC to final the project out and then we would be able to get the difference between the two figures immediately back into the district for distribution now. If we do not allow that change, then we will have to wait for the Village of Lockland to pay this off before receiving any money. It was noted this grant allocation was from Round #17.

Mr. Huddleston moved to allow the project to be modified as to work already performed so that the Village of Lockland can finalize out with the OPWC; seconded by Mayor Savage and the motion carried unanimously.

Round #18 LTIP Status – Township Minimums

- ◇ Mr. Cottrill shared that we are currently at the point in our efforts to finance as many projects as possible. The townships minimum for LTIP under the Ohio Revised Code 164 is not going to be met unless we agree to give the townships grants out of the LTIP fund for a minimum of one million dollars in Round #18. Even if there are no township projects that score high enough to be funded we must still move some of them up until we reach at least the one million dollar level. That will be to keep us in compliance with the law. This will be provided in writing from the OPWC if necessary.

Mr. White from the OPWC shared this is part of the Ohio Revised Code. Within a five-year period a certain percentage of the LTIP funds must go to the townships. District #2 has not funded very many projects in the LTIP, and as a result of this the one million dollar obligation has not been met.

It was further noted by Mr. Cottrill that in the past too many township projects were put into the SCIP category and not into the LTIP category. This year there may be some townships listed with lower scores, and as a result of this they will be moved up in order to meet the required criteria.

It was further agreed by the District #2 Integrating Committee for this information to be communicated to the townships requesting their applications. The penalty for not meeting the criteria will result in not approving the entire round for funding and nobody will get their projects funded.

Small Government Commission Update

- ◇ Chairman Brayshaw recognized Mr. Bryan as the new representative for the Small Government Commission.
- ◇ Mr. Cottrill noted the Small Government Commission would vote on the Round #17 projects on Tuesday, May 13, 2002. He and Mr. Bryan will be attending and will update the Integrating Committee as soon as possible on the outcome.

Old Business – Nothing to Report

New Business

Future Meeting Locations Date & Time

- ◇ Mr. Bryan offered the Integrating Committee the use of their Springfield Township facility for future District #2 Integrating Committee meetings.

It was agreed the next two Integrating Committee Meetings would be held at the Springfield Township Administration Building, located at 9150 Winton Road at 1:30 p.m. for both Friday, August 15, 2003 and Friday, November 21, 2003.

Chairman Brayshaw moved to adjourn meeting at 11:15 a.m.; seconded by Mr. Moller and the motion carried unanimously.

Respectfully submitted,

Cathy Listermann

Cathy Listermann
Recording Secretary

91st District #2 Integrating Committee Meeting

**Nathanael Greene Lodge
(First Floor Conference Room)
6394 Wesselman Road
Cincinnati, OH 45248
May 2, 2003 – 8:00 a.m.**

AGENDA

- 1.) Meeting Called to Order**
- 2.) New Members, New Term Appointments & Small Government Commission Appointment**
- 3.) Approval of the 90th Integrating Committee Meeting Minutes from November 15, 2002**
- 4.) NRAC Update – Jack Sutton**
- 5.) Brownfield Support Staff Update - David Main – Memorandum from ODOD**
- 6.) Support Staff Items:**
 - A. Economic Health Revision & Policy Consideration *(Vote Required)***
 - B. Round #18 Methodology: *(Vote Required)***
 - 1. Rating System**
 - 2. Additional Support Information**
 - 3. Schedule**
 - C. Recommendation for Maintenance Considerations – Pre Application *(Vote Required)***
 - D. Village of Lockland – Project CB02C – Water Supply & Treatment Facilities**
 - 1. Penalty points for future water projects *(Vote Required)***
 - 2. Allow Project Amendment for work already performed – *(Vote Required)***
 - E. Round 18 LTIP status – Township minimums**
- 7.) Small Government Commission Update – Joe Cottrill**
 - A. The Small Government Commission will vote on the Round #17 projects on Tuesday, May 13, 2003. The District Liaison will be attending and will update the Integrating Committee as soon as possible on the outcome.**
- 8.) Old Business**
- 9.) New Business**
 - A. Future Meetings Location – Discussion**
- 10.) Next Meeting Date**
- 11.) Adjournment**

91st District #2 Integrating Committee Meeting
Green Township
Nathanael Greene Lodge
6394 Wesselman Road
Cincinnati, OH 45248

May 2, 2003

BOARD ATTENDANCE LIST

<u>NAME</u>	<u>AFFILIATION</u>	<u>PHONE</u>
DAVE BEDNAN	LOVRIAND	403-7738
Joe Sykes	H.C.T.A	941 3383
BILL MOLLER	City of Cincinnati	352-6275
Bill Brayshaw	HCE	946-8902
DAVE SAVAGE	HCML (Wyoming)	521-7266
Tom Bryan	HCTA	522-8532
DAN BROOKS	HCML (N.C.H)	521-7413
Eileen Enabnit	City of Cincinnati	352-6232
Robert M. Mott	Hamilton County	583-4747

91st District #2 Integrating Committee Meeting
Green Township
Nathanael Greene Lodge
6394 Wesselman Road
Cincinnati, OH 45248

May 2, 2003

VISITOR LIST

	<u>NAME</u>	<u>AFFILIATION</u>	<u>PHONE</u>
	<u>Joe Cottrell</u>	<u>HAMCO</u>	
	<u>GREG LONG</u>	<u>CITY OF CINCINNATI</u>	<u>352-5289</u>
	<u>DICK CLINE</u>	<u>CITY OF CINTI.</u>	<u>352-6135</u>
	<u>JOHN BECK</u>	<u>HAM. Co ENGINEER</u>	<u>946-4267</u>
A	<u>Bob Bass</u>	<u>DELHI</u>	<u>922-8609</u>
	<u>JACK SUTTON</u>	<u>HAMILTON COUNTY PARK DISTRICT</u>	<u>521-7275</u>
	<u>Bill Shefcik</u>	<u>CITY OF CINCINNATI</u>	<u>352 5273</u>
A	<u>FRED SCHLIMM</u>	<u>GREEN TWP.</u>	<u>574-8832</u>
A	<u>Ted Hubbard</u>	<u>Ham. Co. Eng's Office</u>	<u>946-8903</u>
B	<u>BILL MOLLER</u>	<u>City of Cincinnati</u>	<u>352-6275</u>
A	<u>PREM GARG</u>	<u>City of Cincinnati</u>	<u>352-3720</u>
	<u>Cathy Listermann</u>	<u>HCE</u>	<u>946-8902</u>
	<u>ERIC BECK</u>	<u>HCE</u>	<u>761-9130</u>

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